



Setting Standards of Excellence in Public Service

**MINUTES
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Wednesday, May 20, 2020 – 4 p.m.
7811 University Avenue, La Mesa, CA 91942-0427
Virtual Meeting**

1. President Gracyk called the special board meeting to order at 4:02 p.m. and turned the meeting over to Board Secretary Sandra L. Janzen to verify all board members, staff and members of the public could hear one another and that everyone could identify the board members by voice recognition or video image.

The roll call showed a quorum of the board present via electronic conferencing software. Directors Gracyk, Verbeke, Hedberg, Scalzitti and McMillan were present.

Staff present: Lugo, Tomasulo, Olney, Bryant, Miller, Janzen, Pope, Schipper, Ross, Berens, Curtis and Andrews. General Counsel Elizabeth W. Hull was also present.

Others present: Black & Veatch Consultant and Project Manager Kevin Davis and Black & Veatch Southern California and Arizona Asset Management Leader Katterinne Fleming. Several unidentified customers joined the electronic conference.

2. Director Hedberg provided the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. There were no public or board comments. The motion to approve the agenda carried unanimously by roll call vote.

Motion: Verbeke
Second: Scalzitti

4. President Gracyk provided opportunity for members of the public to address the board on any item under the subject matter jurisdiction of the district. There were no public comments.

CONSENT AGENDA

5. The motion to approve the consent agenda, with the removal of item 5. a) Per Diem Claims at the request of Director McMillan, carried unanimously by roll call vote. There were no public comments.

Motion: Verbeke

Second: Scalzitti

- a) Memorandum dated May 20, 2020, from the Secretary of the Board Sandra L. Janzen submitting expense and per diem claims was approved.

President Gracyk recognized Director McMillan to detail his request to remove item 5. a) from the consent agenda. Director McMillan suggested that meetings called by the general manager be differentiated on the per diem claim forms from regular monthly meetings with the GM in an effort to remain transparent to the ratepayers. Discussion ensued. Staff and the board agreed this clarification could be added to the per diem claim forms. The motion to approve consent agenda item 5. a) carried unanimously. There were no public comments.

Motion: McMillan

Second: Hedberg

- b) The board approved the following sets of minutes:
- i. April 29, 2020, special board meeting
 - ii. May 6, 2020, special board meeting
 - ii. May 13, 2020, Water Quality and Resources Committee meeting
- c) The operating account checks submitted for ratification were approved:
- i. Checks dated May 8, 2020
 - ii. Checks dated May 15, 2020
- d) The board approved the following attendance consideration:
- i. Groundwater Sustainability Plans:
What We Now Know & What is Yet to be Learned
Best Best & Krieger Webinar
May 12, 2020 from 10 to 11 a.m.

ACTION ITEMS

6. The board approved the Helix Water District Capital Improvement Program Master Plan, dated May 2020, agreed to future updates on a five-year cycle and utilization of the lowest funding level. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Verbeke
Second: Hedberg

Director of Engineering James A. Tomasulo provided a PowerPoint presentation and introduced Black & Veatch Consultant and Project Manager Kevin Davis and Black & Veatch Southern California and Arizona Asset Management Leader Katterinne Fleming. Mr. Tomasulo and General Manager Carlos V. Lugo answered all questions regarding funding, potential for future emergencies, future annual updates and the next five-year update to potentially be completed by district employees. The board expressed gratitude to the consultants and staff for their diligence. Mr. Tomasulo recognized the work of Engineering Manager Milica K. Schipper and Associate Engineer Sam L. Dillman on this project.

7. The board approved the addition of the San Diego County Taxpayers Association Educational Foundation membership at the supporting level of \$1,000 annually and increased the Urban Water Institute membership from \$500 per year to a sustaining membership of \$1,500 for fiscal year 2020-21. There were no public comments. The motion carried unanimously by roll call vote.

Motion: Hedberg
Second: Verbeke

President Gracyk thanked the board for the process of recognizing the need for increased memberships during the April 29, 2020 Budget Workshop and bringing the suggestion to the May 20, 2020 board meeting for further research and discussion.

INFORMATION

8. The board received information on water bill collections during the pandemic. Director of Administrative Services Jennifer C. Bryant provided a PowerPoint presentation. There were no public comments. Board discussion ensued. The board agreed the PowerPoint charts provided excellent information with customer service representatives reaching out and working with all 627 customers currently on the shutoff list. General Manager Carlos V. Lugo shared that some customers thought their water bills had been forgiven. President Gracyk confirmed customers are not being charged late fees and requested any investigation into placing delinquent bills on the county tax rolls be vetted at the committee level prior to discussion at the board level.

9. The board received a PowerPoint presentation by System Operations Manager Michelle P. Berens regarding El Capitan water purchases from the City of San Diego. There were no public comments. Discussion ensued regarding the City of San Diego Division of Safety of Dams restrictions on El Capitan not to exceed 700 feet elevation with 2 feet flexibility if mitigating exceedance. The board expressed appreciation for staff's ability to help the City of San Diego while negotiating a cost savings necessary to accommodate operational adjustments. President Gracyk recognized the committee level work of Directors Scalzitti and McMillan to ensure a positive outcome for the district.

10. System Operations Manager Michelle P. Berens reported Lake Jennings Campground partially opened May 18, 2020, with every other campsite closed to maintain social distancing. No tent camping, visitors, groups larger than six people or with non-family members are allowed. No group site reservations will be taken through the end of August. Fishing can be done from the campground side of Lake Jennings but the recreational areas remain closed. Director McMillan reported COVID-19 restroom requirements are currently cost prohibitive on the recreational side of the lake. Director Hedberg expressed a desire to open day-use for fishing as soon as possible and reviewed COVID-19 cleaning procedures. President Gracyk clarified that there are adequate staffing levels at the campground. There were no public comments.

DISCUSSION

11. President Gracyk reported that he continues to meet frequently with General Manager Carlos V. Lugo regarding the pandemic, budget and the Advanced Water Purification project. President Gracyk reviewed several webinar and virtual meeting opportunities.

Secretary of the Board Sandra L. Janzen reported that the district received two complimentary phone calls from customers thanking Valve Maintenance Technician Marcus A. Roberti and Utility Crew Supervisor Daniel Baker for their excellent customer service.

12. President Gracyk, Vice President Verbeke, Director Scalzitti and Director McMillan provided written reports. Vice President Verbeke reported attending the May 14, 2020, San Diego River Conservancy meeting. Vice President Verbeke also reported attending the May 20, 2020, East County Economic Development Council meeting and will forward a presentation made by the San Diego Association of Governments. Vice President Verbeke shared that the Water Conservation Garden will open June 15, 2020 and are using COVID-19 guidelines for volunteers sprucing up the grounds.

Director Hedberg reported that the Association of California Water Agencies plan to conduct a virtual conference July 28-31, 2020 and that the San Diego County Water Authority Board of Directors will vote on rates May 28, 2020.

Director Scalzitti reported that he attended the May 13, 2020 Water Quality and Resources Committee meeting and will attend the Advanced Water Purification Joint Power Authority regular board meeting on May 21, 2020.

Director McMillan reported attending the May 19, 2020, California Special Districts Association Legislative Webinar and suggested the district consider securing a consultant prior to completion of the census. Discussion ensued. General Manager Carlos V. Lugo clarified that staff takes care of any redistricting requirements. Director McMillan encouraged the district's San Diego County Water Authority representatives to vote no on rate increases. There were no public comments.

13. General Manager Carlos V. Lugo detailed the upcoming agenda items for the board meetings scheduled on May 27, June 3, 10 and 17, 2020, with a potential special Parks, Land, Lakes and Garden Committee meeting during the first week of June. He reminded the board that the Advanced Water Purification Joint Powers Authority Board will meet May 21, 2020, with the board packet provided on the district iPads. Mr. Lugo also reported the SDCWA Member Agency Managers meeting presentations were forwarded to the board. Mr. Lugo reported the COVID-19 Response Team continues to meet weekly and reported that the number of staff working on-site remains low, with daily temperatures being taken, offices have been spread out and masks are being worn. There were no public comments.
14. General Counsel Elizabeth W. Hull reported she is working closely with staff and monitoring all executive orders in response to COVID-19. There were no public comments.

REPORTS

15. The board received the reports for the month of April 2020:
 - a) Financial
 - b) Rainfall, Use and Storage
 - c) System Demand
 - d) Monthly Demand
 - e) Conservation Status
 - f) State Water Resources Control Board

There were no board or public comments. President Gracyk adjourned the meeting for a break at 6:13 p.m. and reconvened the meeting at 6:26 p.m.

ADJOURNMENT

16. There were no public comments prior to President Gracyk's adjournment of open session at 6:26 p.m. for closed session.

CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: Real Estate Related to Conveyance System and Capacity Rights of the Proposed East County Advanced Water Purification Program

Agency Negotiators: Helix Water District General Manager Carlos V. Lugo
Director of Administrative Services Jennifer C. Bryant
Director of Water Quality/System Operations Brian M. Olney

System Operations Manager Michelle P. Berens
Engineering Manager Timothy J. Ross
Negotiating Parties: Padre Dam Municipal Water District CEO/General Manager Allen Carlisle

East County Advanced Water Purification Joint Powers Authority Appointed Administrator Allen Carlisle
Under Negotiation: Price and Terms for Proposed Conveyance of Property

RECONVENE

17. President Gracyk adjourned closed session and reconvened open session at 7:44 p.m. There was no reportable action. There were no public comments.

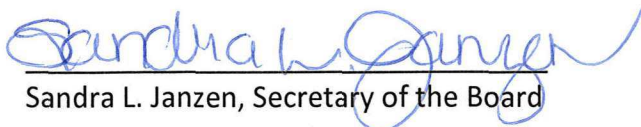
ADJOURNMENT

18. President Gracyk adjourned the special board meeting at 7:45 p.m.



Mark Gracyk, President

ATTEST:



Sandra L. Janzen, Secretary of the Board